

## **Time Management Schedule**

**Fill in the blank schedule and put a total number of study hours at the bottom.**

**Use different colors to note similar daily events, for example fill in all time blocks for work in **Blue**, **Red** for daily tasks , **Yellow** for class time, and **Green** for study time.**

**Save your file and print it out in color, or print it out and then color it by hand.**

**Use the worksheet tabs below to move to the "Blank Schedule" to start or to see a sample schedule.**



## Time Schedule Sample

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6-7 am							
7-8 am							
8-9 am							
9-10 am							
10-11 am							
11-12 pm							
12-1 pm							
1-2 pm							
2-3 pm							
3-4 pm							
4-5 pm							
5-6 pm							
6-7 pm							
7-8 pm							
8-9 pm							
9-10 pm							

Class	Days	Time	Units	Study Time
		Total		24 hrs.